

A. G. Contract No. KR95 0204TRN  
ADOT ECS File: JPA 95-16  
Project: CM-900-0(103)/H3892 02X  
Section: FY95 MAG Regional Ride-  
share Program

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN**

THE STATE OF ARIZONA  
AND

MARICOPA COUNTY  
REGIONAL PUBLIC TRANSPORTATION AUTHORITY

THIS AGREEMENT is entered into 23 MARCH, 1995,  
pursuant to Arizona Revised Statutes Section 11-952 through  
11-954 as amended, between the ARIZONA DEPARTMENT OF  
TRANSPORTATION, acting by and through its Transportation  
Planning Division (the "State") and the REGIONAL PUBLIC  
TRANSPORTATION AUTHORITY, acting by and through its Executive  
Director (the "RPTA").

I. RECITALS

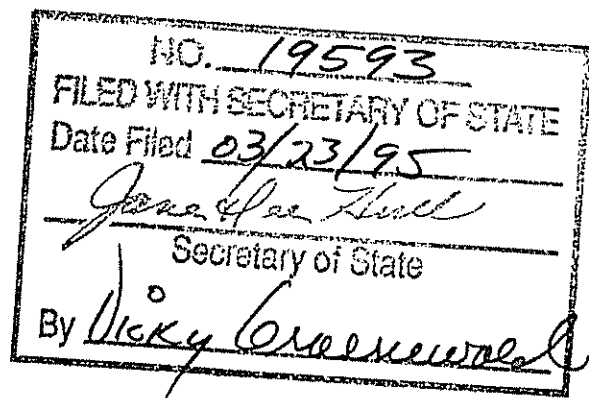
1. The ADOT is empowered by Arizona Revised Statutes  
Section 28-108 and 28-112 to enter into this agreement and has  
by resolution, a copy of which is attached hereto and made a  
part hereof, resolved to enter into this agreement and has  
delegated to the undersigned the authority to execute this  
agreement on behalf of the ADOT.

2. The RPTA is empowered by Arizona Revised Statutes  
Section 28-2512, 28-2513 and 28-2611 to enter into this  
agreement and has authorized the undersigned to execute this  
agreement on behalf of the RPTA.

3. The Federal Intermodal Surface Transportation  
Efficiency Act of 1991 has made funds available to ADOT for the  
use of RPTA for urban travel reduction efforts. The ADOT and  
the RPTA desire to define their respective responsibilities  
relating to the transfer of up to \$394,000.00 for FY95 thru  
ADOT to the RPTA and the expenditure thereof for the MAG  
Regional Rideshare Program.

THEREFORE, in consideration of the mutual agreements expressed  
herein, it is agreed as follows:

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## II. SCOPE

### 1. The ADOT will:

Provide the RPTA Federal Congestion Mitigation and Air Quality (CMAQ) funds in the amount of up to \$394,000.00, on a monthly cost reimbursement basis for activities performed relating to MAG Regional Rideshare Program Services, in accordance with Attachment A, which is incorporated herein and made a part hereof.

### 2. The RPTA will:

a. Apply funding to project work activities in strict accordance with applicable Federal and State laws, rules and regulations.

b. Issue requests for proposals, and hire consultants as required to perform related work activities. Comply with all applicable Federal and State procurement, accounting and record keeping laws. Be responsible for consultant claims under this agreement for extra compensation.

c. Invoice ADOT for reimbursement no more often than monthly, supported by narrative reports, in a total amount not to exceed \$394,000.00.

## III. MISCELLANEOUS PROVISIONS

1. This agreement shall remain in force and effect until completion of said activities and reimbursements; provided, however, that this agreement may be cancelled at any time upon thirty (30) days written notice to the other party.

2. Should the work contemplated under this agreement be completed at a lower cost than the reimbursed amount, or for any other reason should any of these funds not be expended, a proportionate amount of the funds provided shall be reimbursed to the ADOT.

3. This agreement shall become effective upon the obligation of federal funds and filing with the Secretary of State.

4. This agreement may be cancelled in accordance with Arizona Revised Statutes Section 38-511.

5. The provisions of Arizona Revised Statutes Section 35-214 are applicable to this contract.

6. In the event of any controversy which may arise out of this agreement, the parties hereto agree to abide by required arbitration as is set forth for public works contracts in Arizona Revised Statutes Section 12-1518.

7. All notices or demands upon any party relating to this agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

Arizona Department of Transportation  
Joint Project Administration  
205 South 17 Avenue, Room 222E Mail Drop 616E  
Phoenix, AZ 85007

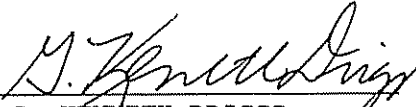
Regional Public Transportation Authority  
Executive Director  
302 N. 1st Avenue Suite 700  
Phoenix, AZ 85003

8. Attached hereto and incorporated herein is the written determination of legal counsel that the parties are authorized under the laws of this State to enter into this agreement and that the agreement is in proper form.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

**REGIONAL PUBLIC  
TRANSPORTATION AUTHORITY**

**STATE OF ARIZONA**  
Department of Transportation

By   
G. KENNETH DRIGGS  
Executive Director

By   
MARY E. PETERS  
Deputy Director

## RIDESHARING/TRAVEL DEMAND MANAGEMENT

### OBJECTIVE

As part of a regional balanced transportation system that responds to diverse, changing travel demands and land use patterns in a rapidly growing area, the Regional Ridesharing Program coordinates with employers, local jurisdictions and the general public, and Capitol Rideshare coordinates with state employees, to encourage commuters to use a variety of options to the single occupant vehicle.

### PRODUCTS

#### 1. Regional Ridesharing

##### A. Commute Matching and Computer Programming Needs

Rideshare provides commuters interested in car or vanpooling with matchlists that include a list of names of others with similar home and work locations and similar work hours. Ridestar, developed by CTS, a Los Angeles-based rideshare agency, is currently being used on Digital Equipment Corp (DEC) VAX hardware.

Another computer software program developed over the past year in coordination with MAG uses a geo-based software system (MapInfo), and utilizes employee survey data from the Trip Reduction Program for mode planning and employer TRP planning. Several other databases have been developed or are under development that will help track and analyze the effectiveness of TRP programs and strategies.

##### B. Vanpooling

RPTA provides a turnkey vanpool program to interested commuters which is provided by a third party contractor. Through this program, individual vanpool groups receive the van, insurance, maintenance and ridership recruitment assistance. Riders pay a monthly fare to offset some of the costs and drivers ride free.

##### C. Increased Awareness on Commute Alternatives

RPTA develops various educational and promotional materials for employers and their employees on commute alternatives including carpooling, vanpooling, bus riding, bicycling and walking. Promotional events designed to help encourage trial use of alternatives are sponsored through the Clean Air Force Campaign and on-going media relations will emphasize employer programs and individual participation in alternative transportation modes or alternative work schedules such as compressed work weeks or telecommuting. Advertising messages encourage increases use of alternative modes of transportation.

**2. Trip Reduction Program**

Maricopa County administers the Trip Reduction Program (TRP), and RPTA is on contract with the County to assist employers in developing transportation programs for their employees designed to meet the requirements of the TRP.

In October 1992, the County Board passed a TRP ordinance requiring employers with 75 or more employees to participate in the program. The original TRP legislation included employers with 100 employees at a single site with a goal of five percent annual reduction in single occupant vehicle trips or SOV miles. This expansion increased the number of employers involved in the program from about 500 to nearly 800.

In response to new state air quality legislation, the County will adopt a new TRP ordinance during 1994 which affects employers with 50 or more employees per site and increases the goals to a 10 percent reduction in SOV trips or miles per year. It is estimated that the total number of employers affected by the program will double from about 800 currently to 1,600 by 1995.

**A. Employer Transportation Programs**

The County notifies the employers of their responsibilities, schedule to comply with the various tasks under the ordinance, and monitors and enforces the program requirements. RPTA provides assistance through formal training workshops and individualized consultation services for employers involved in TRP. RPTA also assists other employers not in the TRP program with commute alternative services.

**B. Assistance to Transportation Management Associations (TMA)**

RPTA provides assistance to the thirteen (13) existing TMAs and to other employers interested in forming TMAs. Two of the TMAs are fee-based and formally incorporated, with the remainder being informal networking groups which meet on a regular basis to work on joint projects, but do not pay dues or have paid staff. Other potential areas for TMA formation will be considered this year.

**3. Capitol Rideshare Program**

The Capitol Rideshare Program encourages state employees in Maricopa County to use alternate modes of transportation through education and incentives. Capitol Rideshare conducts the annual trip reduction survey for state employees, oversees the state's participation in the Clean Air Force Campaign, administers a benefits package for state employees who use alternate modes twice a week, produces a bi-monthly publication and semi-annual payroll stuffers encouraging alternate mode usage and provides state employees with matching services using a computer terminal networked with the RPTA's Ridestar system.

**PREVIOUS AND ON-GOING WORK**

The Regional Ridesharing Program is sponsored by the Maricopa Association of Governments and has been operated by the Regional Public Transportation Authority since 1986. The program has been functioning for over a decade, having been administered by the City of Phoenix Public Transit Department between 1981 and 1986 and by Valley Forward, a private organization of Phoenix area businesses prior to that time.

When RPTA contracted with MAG to operate the program, it expanded the scope of the program and increased the staff. Initially, a two year \$500,000 Exxon Restitution grant was obtained from the Arizona Energy Office, along with an allocation of \$120,000 from the Federal Aid Urban Systems (FAUS) fund.

The Regional Ridesharing Program and RPTA's TRP services provided to the County now operate with more funding and a staff of 17, which includes two secretaries, 11 professional staff (three of whom are based in chambers of commerce and one in the Greater Scottsdale TMA), as well as administrative support from other RPTA staff. Other funding sources that have augmented the program's outreach include: a grant from Maricopa County (with Arizona Department of Environmental Quality funds) for \$409,000 to conduct the Clean Air Force Campaign and TRP activities and smaller grants from the Arizona Department of Commerce Energy Office and the Arizona Department of Transportation to supplement funds for the Clean Air Force Campaign. For FY 1995, CMAQ funding is providing a significant contribution to expanded elements of the Travel Reduction/Rideshare Program. These expansions are largely in response to the significantly increased requirements on the Travel Reduction Program resulting from recent legislation.

There have also been hundreds of thousands of dollars spent or donated by the private sector to promote various rideshare activities, both through internal rideshare promotions and public awareness activities such as the "Let's Clear the Air" Campaign (previously the "Don't Drive One In Five" Campaign).

The Capitol Rideshare Program has been serving state employees since 1983. Originally funded by the Arizona Department of Transportation, it is now funded jointly by MAG using CMAQ funds, by ADOT and by the Department of Commerce Energy Office. Capitol Rideshare originated as a program to educate state employees on the benefits of alternate mode usage and oversee the state's rideshare parking program, and has since expanded into other areas. Capitol Rideshare was recently transferred to the Arizona Department of Administration. For FY 1995, the anticipated budget is \$240,000.

#### **ANTICIPATED IMPACT**

Reductions in the use of single-occupant vehicles resulting in fuel conservation and reductions in air pollution and traffic congestion are anticipated. In the last four years, market research conducted for the Clean Air Campaign has shown increases in the number of people using alternate modes of transportation at least one day per week for the work trip (bus, carpool, bike and walk) from about 20 percent in 1988 to 32 percent last year.

The number of work trips being made by alternate modes of transportation also showed increases, from about 18 percent in 1988 to 20 percent last year (and up to 27% including telecommuting). The research also indicated that 30 percent of commuters who work for employers with over 100 employees use alternate modes and about 36 percent of those who work for firms with less than 100 employees use alternate modes (includes telecommuting).

Statistics from the TRP program also indicate a similar trend of increased use of alternate modes. The data from employee surveys of about 650 Valley employer sites and schools of the first two complete program years of the TRP program indicate that SOV trips decreased by 8.53 percent from 76.43 percent to 69.91 percent of total work trips. SOV miles traveled decreased by 7.75 percent, from 87.40 percent to 80.63 percent. Statistics from the RPTA market research and the County's TRP survey data are very similar.

The Capitol Rideshare data has also shown increases in participation including 9 percent participation increase in the first challenge of the 1993-94 Clean Air Campaign over 1992-93. The number of registered carpoolers and commuter club members is also up by 5 percent over last year at this time.

**TASKS**

1. Continue to develop and expand employer-sponsored rideshare programs for employers with 75 or more employees (50 or more after June 1, 1994) in Maricopa County who are involved in the mandatory Trip Reduction Program. The goal of the employers in the TRP program is to reduce single occupant trips or miles to the workplace by 5 percent (10 percent after June 1, 1994). This represents up to 1,600 clients. Tasks include:
  - administration of the program (County),
  - enforcement and monitoring (County),
  - data collection and management (County),
  - TRP survey processing and analysis (County),
  - TRP plan review and approval (County),
  - formal training workshops (RPTA),
  - technical assistance to individual employers with development of their TRP plans (RPTA),
  - on-site assistance to individual employers with implementing strategies or incentive programs for their TRP plans (RPTA). (60%)
2. Conduct a year-round community awareness program. Several events will occur in the winter months designed to encourage "trial" use of alternative modes of transportation. Provide on-going public relations to garner media attention of TRP and rideshare program activities and advertising. (11%)
3. Expand the third party vanpool program. The emphasis will be to encourage formation of vanpools through employer promotions, subsidies by employers and group meetings at the worksite. The goal for 1994-95 will be to have 45-50 vanpools operating at the end of the year. (2%)
4. Provide a matching service to commuters and off-site computer users, which includes about five off-site users including the Capitol Rideshare Program. Maintain an update process to ensure the quality control of the lists. (2%)
5. Continue to enhance the geo-based mapping system. This system will be used to assist some employer-clients in analyzing their transportation options for their employees, as well as provide data for transit, bus, and alternate mode planning. (1%)
6. Coordinate with other agencies or organizations on measures that may impact the potential for ridesharing including HOV priority treatment, transit, parking or zoning issues, and new development. (1%)
7. Work with interested employers in the development of new Transportation Management Associations (TMA) and support the existing TMAs. (5%)
8. Continue to expand the outreach of the rideshare program to the development community, building management associations, large multi-tenant buildings and clusters of small businesses. (1%)
9. Provide additional promotional and informational materials for employers and the general public regarding different commute alternatives. (4%)
10. Provide input for the integration of MAG plans. This integration will include such issues as air quality, high occupancy vehicle lanes and facilities, traffic management and travel demand management strategies. (1%)

**CATEGORY 600 - TRANSPORTATION****Subcategory 604 - Implementation**

Work Element 604.40

11. Continue to maintain and develop the state's Capitol Rideshare Program including:

- commuter club benefits package
- publications and payroll enclosures
- network of coordinators
- trip reduction and clean air program activities
- telecommuting program.
- multimodal planning activities (Pedestrian, Bicycle Planning, etc.) for the state employees and the capitol complex. (9%)

12. Implement a telecommuting demonstration program that will include enhanced training and support to TRP employers and a shared office trading pilot project. (3%)

**MAG FY 1995 WORK PROGRAM\*\***

Source	Amount	Agency	Cost
FHWA CMAQ Funds . . . . .	\$1,505,000	MAG Rideshare . . . . . CMAQ . . . . .	\$ 66,000
ADEQ Air Quality Grant Funds . . . . .	948,575	RPTA Rideshare . . . . . CMAQ . . . . .	394,000
RPTA Sales Tax Funds . . . . .	263,457		

\*\*This is the total funding in the MAG FY 1995 Work Program. A portion of this funding may consist of funds from previous years.




## BUDGET

Salaries/overhead/indirect	\$164,775
Advertising	179,000
Consultants	22,725
Other	27,500
Total	<u>\$394,000</u>

RESOLUTION

BE IT RESOLVED on this 25th day of January 1995, that I, the undersigned LARRY S. BONINE, as Director of the Arizona Department of Transportation, have determined that it is in the best interests of the State of Arizona that the Department of Transportation, acting by and through the Transportation Planning Division, to enter into an agreement with the Maricopa County Regional Public Transportation Authority for the purpose of defining responsibilities for the transfer of funds to conduct the FY95 MAG Regional Rideshare program.

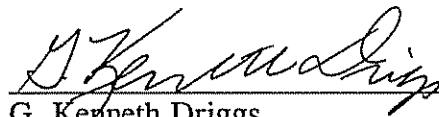
Therefore, authorization is hereby granted to draft said agreements which, upon completion, shall be submitted for approval and execution by the Director.

  
\_\_\_\_\_  
LARRY S. BONINE  
Director

**RESOLUTION**

**BE IT RESOLVED** on this date, March 3, 1995, I, G. KENNETH DRIGGS, the below undersigned Executive Director, Regional Public Transportation Authority, hereby determine that it is to the advantage of the Regional Public Transportation Authority acting by and through its Board of Directors, and the State of Arizona acting by and through the Department of Transportation, to enter into an Intergovernmental Agreement for the purpose of funding the FY95 Regional Ridesharing program project as a means to encourage the use of alternative modes of transportation in accordance with Chapter 365, Laws of 1987.

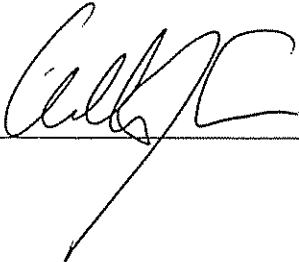
Dated and signed this 3rd day of March, 1995

  
\_\_\_\_\_  
G. Kenneth Driggs  
Executive Director  
Regional Public Transportation Authority

APPROVAL OF THE MARICOPA COUNTY  
REGIONAL PUBLIC TRANSPORTATION AUTHORITY ATTORNEY

I have reviewed the attached proposed intergovernmental agreement, between the DEPARTMENT OF TRANSPORTATION, HIGHWAYS DIVISION, and the REGIONAL PUBLIC TRANSPORTATION AUTHORITY and declare this agreement to be in proper form and within the powers and authority granted to the Authority under the laws of the State of Arizona.

DATED this 28 day of February, 1995.

  
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STATE OF ARIZONA

OFFICE OF THE ATTORNEY GENERAL

GRANT WOODS  
ATTORNEY GENERAL

1275 WEST WASHINGTON, PHOENIX 85007-2926

MAIN PHONE : 542-5025  
TELECOPIER : 542-4085

INTERGOVERNMENTAL AGREEMENT  
DETERMINATION

A. G. Contract No. KR95-0204-TRN, an agreement between public agencies, has been reviewed pursuant to A.R.S. §11-952, as amended, by the undersigned Assistant Attorney General who has determined that it is in the proper form and is within the powers and authority granted to the State of Arizona.

No opinion is expressed as to the authority of the remaining parties, other than the State or its agencies, to enter into said agreement.

DATED this 15<sup>th</sup> day of March, 1995.

GRANT WOODS  
Attorney General

A handwritten signature in dark ink, appearing to read "James R. Redpath", is written over a horizontal line.

JAMES R. REDPATH  
Assistant Attorney General  
Transportation Section

JRR:lsr  
8737G/81